

**From:** Brenda Applegate [mailto:bapplegate@aidea.org]

**Sent:** Tuesday, March 12, 2019 11:34 AM

**To:** Williams, Shawn D (CED) <shawn.williams@alaska.gov>

**Cc:** Anderson, Julie B (CED) <julie.anderson@alaska.gov>; Boutin, Tomas H (AIDEA) <tboutin@aidea.org>; Hope, Michele L (AIDEA) <mhope@aidea.org>

**Subject:** FW: [ External Email ] Final Clark Penney Contract

We will continue working on putting the contract together and will use the information you have provided. As we discussed, we will need to add this information to the State contracting documents we use that include the boilerplate information such as insurance requirements etc. We will also need to put together a sole source justification. Michele (cc'd) will be working with Mr. Penny to obtain the information we need to complete the contract. Michele will be calling Mr. Penny today and we will give you an update on the contract. My thoughts are if we cannot get all of the paperwork together for a contract today Michele can give Mr. Penny verbal authorization to begin work effective today if that is acceptable to everyone? We would follow-up with the contract as soon as possible.

**From:** Williams, Shawn D (CED) <[shawn.williams@alaska.gov](mailto:shawn.williams@alaska.gov)>

**Sent:** Tuesday, March 12, 2019 10:06 AM

**To:** Brenda Applegate <[bapplegate@aidea.org](mailto:bapplegate@aidea.org)>

**Cc:** Julie Anderson <[julie.anderson@alaska.gov](mailto:julie.anderson@alaska.gov)>; Tomas Boutin <[TBoutin@aidea.org](mailto:TBoutin@aidea.org)>

**Subject:** [ External Email ] Final Clark Penney Contract

**Importance:** High

Hi Brenda,

Thank you for taking the time to discuss this earlier. I appreciate it.

Attached is the final contract from DCCED. Can you please continue the process of getting a signature from Clark Penney? Once that's done, please let me know.

Again, thank you for all your help.

Shawn

**Shawn Williams** | Assistant Commissioner

Alaska Department of Commerce, Community and Economic Development

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